

Program Locations

**Whallonsburg Grange Hall
(Essex County)**
1610 NYS Route 22
Essex, NY 12936

CCE Erie County
21 Grove Street
East Aurora, New York 14052

CCE Oneida County
121 Second Street
Oriskany, NY 13424

CCE Ontario County
480 North Main Street
Canandaigua, NY 14424

CCE Saratoga County
50 West High St.
Ballston Spa, NY 12020

CCE Ulster County
232 Plaza Rd
Kingston, NY 12401

Scholarships for Veterans and Grants for Beginning Farmers!

The Cornell Small Farms Program has funding from NYS to provide scholarships for NYS Veterans to attend this program. To learn more about this opportunity, and determine if you are eligible for a scholarship, please contact Kat McCarthy at kmm485@cornell.edu or (607) 255-9911. The CSFP also has grants for beginning farmers to receive 1:1 technical assistance in Human Resources. Beginning farmers attending these trainings are eligible to apply.

Sign up for Ag Labor Management Resources from CCE

In addition to these workshops we will provide trainings, presentations, webinars, and additional information and resources to help farm employers and managers improve their skills.



Find us on Facebook
facebook.com/CCEAgLabor

Sign up for our free E-newsletter, *AgLabor Management eNews* at <http://eepurl.com/cZ0pSv>

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Cornell Cooperative Extension



Good to Great

Improving Agriculture Labor Management

Your employees are your most valuable resource.

Wages, salaries, and contract labor expenses represent more than **40 percent** of the cost of production in labor intensive crops like fruits, vegetables, and nursery products.

Can you afford to not improve your skills in managing employees effectively?

4 workshops this winter will help you become better at managing your farm's employees



The program will be offered at six sites in New York!

Each workshop is \$25 or sign up for the full 4-workshop series at one site for only \$60. Registration is online, and there is a different registration link for each workshop location. To register for:

Ballston Spa:

<https://enych.cce.cornell.edu/events.php>

Canandaigua:

Workshop 1 https://reg.cce.cornell.edu/labor1_232

Workshop 2 https://reg.cce.cornell.edu/labor2_232

Workshop 3 https://reg.cce.cornell.edu/labor3_232

Workshop 4 https://reg.cce.cornell.edu/labor4_232

East Aurora:

https://reg.cce.cornell.edu/labormangement_214

Essex:

<https://enych.cce.cornell.edu/events.php>

Kingston:

<https://enych.cce.cornell.edu/events.php>

Oriskany:

<http://tinyurl.com/yb2x6jre>

Workshop 1 - Marketing your farm as a great place to work

Do you have a lot of staff turnover? Do you want to improve your communication skills with your employees? This workshop is for you. Learn to create a work environment that attracts and retains quality employees. You will leave with an assessment of your current employee management strengths and weaknesses, and an outline of an employee handbook that will help you articulate your farm's values to your employees.

- **November 7: 5-8pm Canandaigua, NY**
- **November 29: 5-8pm Oriskany, NY**
- **November 29: 1-4pm Essex, NY**
- **January 4: 9-12pm Ballston Spa, NY**
- **February 21: 1-4pm East Aurora, NY**
- **March 1: 5-8pm Kingston, NY**

Workshop 2 – What is my job? Hiring, training and evaluating employees effectively

Everyone wants to have employees who know what needs to be done without being told. But getting your employees to this point is the hard part. We will help you develop a process to move your employees to this point more quickly. You will develop clear job descriptions, learn techniques in hiring, and training new staff and using just in time feedback and performance appraisal to both correct problems and motivate your staff.

- **November 29: 5-8pm Essex, NY**
- **December 5: 5-8pm Canandaigua, NY**
- **January 4: 1-4 Ballston Spa, NY**
- **January 10: 5-8 pm Oriskany, NY**
- **February 21: 5-8pm East Aurora, NY**
- **March 8: 5-8pm Kingston, NY**

Workshop 3 - Keeping good staff when money is tight & managing conflict in the workplace

Although everyone likes to be paid, money is not the only, or even most important, motivator for staff retention and performance. This workshop will cover research on rewards and incentives in the workplace to learn tools to attract and retain staff and reduce staff turn-over. Workplace conflict can be very demotivating for everyone. We will discuss and role-play managing conflict on the farm, terminating employees and managing employee departures.

- **December 13: 5-8pm Essex, NY**
- **February 28: 5-8pm East Aurora, NY**
- **January 11: 9-12 Ballston Spa, NY**
- **January 24: 5-8pm Oriskany, NY**
- **February 6: 5-8pm Canandaigua, NY**
- **March 15: 5-8pm Kingston, NY**

Workshop 4—The compliance and safety workshop. Are you managing your risks as an employer?

This is the workshop that covers the nuts and bolts of risk management as an employer. This workshop will give you resources to help you comply with labor laws and regulations as well as mandated and recommended worker safety training. Representatives from the NYS DOL Ag Labor Program will be invited to present as well as NYCAMH. Participants will leave with an assessment of their farm's exposure to risk from having employees and strategies for reducing that risk.

- **December 13: 12-4pm Essex, NY**
- **January 11: 1-5 Ballston Spa, NY**
- **February 7: 4-8pm Oriskany, NY**
- **February 28: 12-4pm East Aurora, NY**
- **March 6: 4-8 pm Canandaigua, NY**
- **March 22: 12-4pm Kingston, NY**

Questions? Contact Liz Higgins emh56@cornell.edu or (518) 949-3722

Cornell Cooperative Extension provides equal program and employment opportunities.